

MHLS Directors Association | Agenda Attachment
Business Meeting of Friday, April 25, 2025

Action Item #2: Final Review Guidelines for OverDrive Collections Developed with Advantage Plus Accounts

Background: In 2019 the DA voted to discontinue a centralized cost share eBook/eAudiobook purchasing in favor of library managed OverDrive collections. Guidelines were created to outline practices and to convey the policies for the shared collection.

Issue: The original document has been in place without review since 2020. Changes to the collection scope, OverDrive's platform, lending models and the addition of the Reciprocal Lending Agreements with other library systems should be reflected in this document.

Recommendation: The Resource Sharing Advisory Committee recommends the adoption of the [Revised document](#) as presented for review.

Status: Reviewed 1/10/2025 OverDrive Ad hoc committee, Reviewed by RSAC 3/11/2025

Effective Date: Upon approval

Action Item #3: Updated Text for the Online Patron Registration "Welcome" Email

Background: The online Patron Registration process includes an email to the registering patron. This email is not customizable for each library and must be agreed upon by the membership.

Issue: The current version of the email no longer reflects the local policies or procedures for some libraries and a more generic approach is required to provide patrons with messaging that will be consistent with the local policies.

Recommendation: The Resource Sharing Advisory Committee recommends the adoption of the following text to be used in the "welcome" email following patron registration.

Welcome!

You have successfully registered online for an account with your local library, a member of the Mid-Hudson Library System. A wealth of information is now at your fingertips! With a Mid-Hudson library card, you have access to the vast physical and digital resources of 66 public libraries across

the Hudson Valley of New York. This account will be reviewed by library staff to verify that the information is complete and meets the established requirements for membership.

Your **Temporary** account number:
#####

Your account number, or library card number as it is sometimes called, is necessary to access online resources and request library items.

If you haven't already done so, you will also need to create a PIN (Personal Identification Number).

To create a PIN:

1. Visit [<https://discover.midhudsonlibraries.org/?oP-enAccount=P-profile>]
2. Enter your account number/library card number in the Barcode field.
3. Click Submit.
4. You will be prompted to create a new PIN and verify it by retyping.
5. Click Submit.

After creating a PIN, you will be logged into your library account. Review and make changes to your information, or start exploring the catalog.

You now may be able to use eResources from the Mid-Hudson Library System based on your library's policy: [<https://midhudson.org/eresources-bY.-library-a-zD>]
[<https://midhudsonlibraries.org/resources/index.html>]

To receive a permanent library card or borrow physical items at any of our libraries, you will need to visit your local library [<https://midhudson.org/libraries>] with valid identification. Different libraries have different ID requirements, so be sure to consult your local library's guidelines before heading to the library!

Again, welcome! Your library offers a wealth of resources, services, and materials. If you would like any additional information, please contact your local library.

The Mid-Hudson Library System
[<https://discover.midhudsonlibraries.org>]

Status: Discussed by RSAC 3/11/2025

Effective Date: Upon approval

Action Item #4: Update to Resource Sharing Standards Home Field Description

Background: The Home Field is a required field for patron accounts.

Issue: Ambiguity in the definition included in the Resource Sharing Standards about how the field is

entered needed clarification. The Discover Catalog uses the Home Library field to manage collection promotion and record field display priority. An additional field in Discover (not part of the Sierra Patron Record) now determines the pickup location for requests.

Recommendation: The Resource Sharing Advisory Committee recommends the adoption of the following text in the definition of home library and include of a note field regarding Preferred Pickup Location.

HOME LIBR (This is a 3-letter code – do not use the 4-letter location codes!): In most cases, the library where the patron resides is the home library. For non-residents, the issuing library is the home library. When creating library accounts for residents of unserved areas of the Mid-Hudson Library System, and institutional accounts, the issuing library is set as the Home Library. Patrons and staff may edit the patron's home library to a preferred location in order to set catalog display preference to the home library.

Note: Preferred Pickup location may be updated by the patron only in the Discover Catalog. It is not an available field in the Sierra Patron record.

Status: Discussed by RSAC 3/11/2025

Effective Date: Upon approval